

Minutes of Center Director's Staff Meeting  
December 6, 2004

DA01/Dave King: Mr. King presented awards as follows: NASA Safety Award – Lon Miller; Director's Commendation – Judy Milburn, Beth Skidmore, Cathy Miller, Tom Dollman, Lisa Zendler, NanceJo Ogozalek, Linda Myszka, and Rodney Brian Key; 45 Years Service – Richard Beckham; 40 Years Service – Robert Crumbley, Peggy Geddings, William Powers, and Donald Reiss; Space Act Award – Jim McCarter.

An interesting event occurred on Wednesday evening, December 1, as I was returning from the Leadership Event Retreat. The landing gear sensor light on NASA-3 was not operating properly, and the crew had no way of knowing if the left landing gear was down and locked. The crew did an outstanding job in working through the problem and bringing the plane down safely.

The Leadership Council talked a lot about culture as to how we are doing, what we are doing, etc. The three field Centers that received individual attention from BST over the past 6 months briefed out. The Centers had done a resurvey, which reflected market improvement in all areas and specifically in the ones they were lowest in. They had very glowing remarks relative to what BST brought to the table. Marshall will be getting some of the attention early in 2005 and will be selecting a leadership team to make this happen. The leadership team will come from several different levels of management. BST will assist us with formulating plans.

There was a fire at KSC last week in the VAB's ET Processing area on Thursday. There was no flight hardware involved, and the area was evacuated and secured. A formal investigation is underway.

The NASA budget of \$16.2B is going to the President for signature this week. We received a 5% increase. Other discretionary agencies received a 3-5% cut. Bud Cramer will be here this week to talk about the budget, and we owe him a debt of gratitude for his support in getting this budget passed and approved.

We have been discussing core competencies across the Agency. Each Center has identified 1 – 9 core competencies. We also identified gaps and overlaps within those competencies, and over the next few months Mission Director Heads will be working with the data to boil it down to a small number of core competencies that will be updated every 3 years in our strategic plan. This is an opportunity for us to communicate where our core competencies are. Systems Engineering and Integration was identified as the largest piece, and we will be working over the next several months on understanding how we will implement it across the Agency.

Jan Davis and her team have been working Safety and Mission Success (SMS) to identify all categories and process owners. We will begin seeing more communication relating to SMS in the very near future.

Charles Chitwood, newly named Manager of Space Transportation Programs/Projects Office, is here with us today, and I am extremely pleased to have him onboard. He brings a wealth of experience from industry.

Dan Dumbacher is now assigned to support return to flight as it pertains to S&MA activities for the next 6 months.

Art Stephenson accepted a new position with Northrop Grumman as the Vice President for Directed Energy.

Jean Lee, Jack Lee's wife, is back in Huntsville. She is doing better and going thru Rehab.

This is the last MTM for 2004. The next MTM is scheduled for January 10, 2005.

ET01/Pete Rodriguez: A technician working in the Valve Lab, an entity of the Engineering Test Laboratory accidentally installed a ½" AN/MS type into a ½" NPT port, which resulted in only partial engagement of the threads and the fitting failed at operating pressure (3000 psig). The injury was minimized by the Kellum restraining system on the pressurization hose connected to the fitting. An Accident Investigation Board is in place and investigation is underway. Charts used in this presentation are posted on Inside Marshall.

QD50/Dennis Davis: The safety metrics for FY05 were presented, and the record is very good. There have been no lost time mishaps and only five recordable incidents. All team rates are in the "green." The metrics for supervisor safety visits and meetings are on hold until the new organization codes are established. A summary of the FY04 mishaps was presented, and all goals were met. The leading type mishap at MSFC is still slip, trips and falls. Metrics shown at the NASA Leadership VITS were also reviewed. MSFC was better than average on lost time rates but low on the number of close calls reported. S&MA will report on close calls at the next MTM. Charts used in this presentation are posted on Inside Marshall.

QD50/Kristie French: The MSFC 2004 PEP scores continued to be high and have remained the same for the last 3 years, 4.3 for employees and 4.5 for managers (out of 5). The Percent Participation has declined a little, and we should be more diligent next year so we do not continue the trend. The Environmental Sampling results are posted on Inside Marshall; however, we might need more Centerwide awareness effort. The SHE committee will formulate the plan to address these two findings. Charts used in this presentation are posted on Inside Marshall.

CS40/Steve Durham: (1) The annual tree lighting is scheduled for December 6 at 4:45 p.m. in front of 4200; POC is Angela Storey, CS01. (2) The annual MSFC Holiday Reception is scheduled for December 9, 1-3 p.m. in Bldg. 4316. Transportation will be provided (see bus schedule on Inside Marshall and the Dec. 2 Marshall Star). There will also be music, food and door prizes. To be eligible for door prizes, team members must donate non-perishable food items for the North Alabama Food Bank. Angela Storey, CS01 and Andrea Nunn, AD32 are the POC's. (3) The annual MSFC Pre-Retirement Planning Seminar is scheduled for December 7-9 in the Morris Auditorium beginning at 8:30 a.m. The presentations scheduled for December 8 will be in Room 329, building 4200 beginning at the same time. The December 9 presentations will be in Building 4200 Room P110 beginning at 8:30 a.m. All Marshall employees and their spouses are welcome to attend any or all of the sessions. Registration is not required for the Seminar, but you should notify your supervisor and your administrative officer, and then sign a class roster the first day of attendance; POC is Edwina Bressette, HS01. (4) The Chamber of Commerce of Madison County 2004 Alabama Update featuring Governor Bob Riley is scheduled for December 8 at noon at the Von Braun Center North Hall. For additional information, contact Rosa Kilpatrick, CS01. (5) An update with Center Director Dave King, Congressman Bud Cramer and NASA Advisory Council member Mark McDaniel is scheduled for December 9, 10-11 am, in Morris Auditorium; POC is Tracy Lamm, CS01. (6) The Chamber of Commerce (Huntsville/Madison County) 69<sup>th</sup> Annual Membership Meeting featuring Senator Jeff Sessions is scheduled for January 11, 11:30 am – 1 p.m., at the Von Braun Center North Hall. Tickets are \$40; POC is Rosa Kilpatrick, CS01. Reservations and Payment are due by COB December 27.

XD01/Ann Whitaker: We have just completed the first 100 days of science collection from the Gravity Probe B (GP-B), and all is well. The Science Directorate has an offsite tomorrow (Tuesday).

SP01/Tony Lavoie: We had meeting of the Program Managers Board and had four candidates applying for certification; all the way to level 4; a couple of level 3's and level 2's. This is a good indicator of the new certification process we have in place for program managers, project manager and system engineers; will eventually include program control employees.

MP01/Jim Reuter: The Administrator will be at the Michoud Assembly Facility (MAF) this week for a discussion with the External Tank management team and a manufacturing tour. Mr. Readdy will also attend this meeting and will co-chair the Space Flight Leadership Council from MAF. The next two weeks

will be very busy, including the Solid Rocket Booster Design Certification Review (DCR) and Part 1 of the External Tank DCR.

CS01/Rose Allen: The Combined Federal Campaign (CFC) ended on November 26 and resulted in contributions totaling \$615,000. Participation was lower, at about 69%. Marshall volunteers contributed over 1,000 hours to community service. We want to commend Rosa Kilpatrick for her role in the CFC effort. She is the force behind the scene, and thanks to her for all the hard work.

PS01/Steve Beale: Procurement has an offsite tomorrow at the Marshall Institute.

QD01/Jan Davis: We will be supporting the Mission Management Pre-launch Simulation activities this week.

XD01/Tom Dollman: We have some exercise bags left over from Safety Day and will be passing out tickets today following the MTM and also at Dave King's update on Thursday morning. To win a bag, listen for your ticket number to be drawn at the Holiday Reception. Pass the word to your employees.